


<b>CITY COUNCIL ACTION REQUEST</b>			
<b>Department:</b> Finance	<b>CEQA:</b> Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment.	<b>Coordination:</b> Airport Department; City Attorney's Office; City Manager's Budget Office	<b>Dept. Approval:</b> /s/ Maria Öberg
<b>Council District:</b> Citywide			<b>CMO Approval:</b>  1/23/25
<b>SUBJECT: Actions Related to the Purchase Order with Bayscape Management, Inc. for Landscape Maintenance Services</b>			
<b>RECOMMENDATION</b>			
Adopt a resolution authorizing the City Manager or her designee to exercise up to six one-year options to extend the term of the purchase order with Bayscape Management, Inc. (Alviso, CA) for landscape maintenance services, with the last option ending on or about June 30, 2031, subject to the appropriation of funds.			
<b>BASIS FOR RECOMMENDATION</b>			
<p>The Airport Department is responsible for overseeing maintenance of landscape and irrigation infrastructure at the San José Mineta International Airport. Required landscape maintenance services include planting, watering, weeding, fertilizing, cultivating, spraying, soil conditioning, pesticide abatement, pruning, and irrigation repair to maintain approximately 370,000 square feet of planting areas and bioretention cells. The landscape maintenance services provided under this purchase order help ensure foliage is kept healthy and includes plant and soil treatment alternatives to reduce the consumption of recycled and potable water at San José Mineta International Airport facilities.</p> <p>In May 2024, a competitive Request for Quotes was released by the Finance Department to procure these services. The Request for Quotes provisioned for a one-year initial term and an additional six one-year options for the City to extend the term. Three responsive bids were submitted, and no protests were received. Bayscape Management, Inc. qualified for the City's local business preference. Staff awarded to Bayscape Management, Inc. as the lowest priced, responsive, and responsible bidder pursuant to the bidding procedures of the San José Municipal Code, Section 4.12.310.B(1) under City Manager authority. The option period for July 1, 2025, to June 30, 2026, is projected to be in the amount of \$281,000 and future options will be subject to appropriation. Approval of this recommendation ensures the City continues to receive these essential services with minimal impact to operations.</p>			
<b>COMMISSION RECOMMENDATION AND INPUT</b>			
There is no commission recommendation or input associated with this action.			
<b>COST AND FUNDING SOURCE</b>			
The recommended action relating to this purchase order of \$281,000 is funded by the Airport Non-Personal/Equipment appropriation in the Airport Maintenance and Operation Fund.			
<b>FOR QUESTIONS CONTACT:</b> Albie Udom, Deputy Director of Finance - Purchasing and Risk Management, at <a href="mailto:Albie.Udom@sanjoseca.gov">Albie.Udom@sanjoseca.gov</a> .			